



Work Order (Bid Form)

Knoxville/Knox County Community Action Committee



WORK ORDER INFORMATION

Work Order Name: WO/80008KN0760/1

Work Order Type: Weatherization

Audit Name: 80008KN0760-Audit

CLIENT INFORMATION

Client Name:

Address:

Client ID: 80008KN0760

Alt. Client ID: KNOX

AGENCY INFORMATION

Agency: Knoxville/Knox County CAC

Agency Phone: (865) 244-3080

Address: P.O.Box 51650

Fax: (865) 544-1647

Knoxville, TN 37950-1650

Email Address: jason.estes@cachousing.org

Company Name & License Number: _____

Contractor's Signature: _____

COMMENT

•Single Family Dwelling

Contractor to follow 2006 International Residential Code as adopted by the City of Knoxville or Knox County as applicable.

City

Home built in 1960

An EPA Certified Firm/Renovator is required.

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Work Order (Bld Form)

Work Order Name: WO/80008KN0760/1

Report Run On: 5/8/2010

DOE Weatherization Assistant

Version 8.6.0

Page 1 of 13

Measures

Measure 1 Electrical Panel 200 amp Upgrade

Components

Inspected

Comment New Electrical Upgrade to 200 amp service. Needed for HVAC System recommended by NEAT. Must pull electrical permit.

☐

#	Material / Labor	Description / Comment	Units	Estimated			Actual		
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Heating Equipmen	Electrical Panel 200 amp Upgrade New Electrical Upgrade to 200 amp service. Needed for HVAC System recommended by NEAT. Must pull electrical permit.	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Other Detail

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Measure Sub Total:

Sub Total:

Field Notes:

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Report Run On: 5/8/2010

DOE Weatherization Assistant

Version 8.6.0

Page 2 of 13

Measure 2 Window Glazing QTY 8
N3,N4,N7,W1,W2,W3,S2,E1,S3

Components

Inspected

Comment All loose glazing must be 100% removed. Push points installed as needed.
New glazing should be even, smooth, and all look uniform. Refer to Appendix
A- Standards for Weatherization Materials and Southeast Field Guide.

☐

NOTE: Silicone, caulk, or any other product that is not window glazing is not acceptable.

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Windows	Window Glazing Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.	Each	8	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	8	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Other Detail

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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Sub Total:

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Report Run On: 5/8/2010

DOE Weatherization Assistant

Version 8.6.0

Page 3 of 13

Measure 3 Infiltration Redctn**Components****Inspected**

Comment BROKE PANE S3 S4 ,WEATHERSTRIP D2,D3. •Reduce air infiltration with 3 air seals. Each air seal is equal to 100 cfms. It is the responsibility of the contractor to find the air leaks. This is best performed with a Blower Door. Contractor must meet or exceed the targeted #. A house must not be brought below 1500 cfm @ 50 pascals. No CHANGE ORDER for air seals below the targeted #.
"Open" Ring, Front Door,2864 CFM @ 50 pascals. Target is 2564 CFM @ 50 PA
Seal all plumbing penetrations

☐

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Miscellaneous Su	Infiltration Reduction	Each	3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	labor	Each	3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Other Detail

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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Work Order (Bid Form)

Work Order Name: WO/80008KN0760/1

Report Run On: 5/8/2010

DOE Weatherization Assistant

Version 8.6.0

Page 4 of 13

Measure 4 DWH Pipe Insulation				Components			Inspected		
Comment									
				Estimated		Actual			
#	Material / Labor	Description / Comment	Units	Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	DHW Pipe Insulation Includes labor cost. All corners must be cut properly. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.	Each	1					
2	Labor	DHW Pipe Insulation	Each	1					
Other Detail									
Measure Sub Total:							Sub Total:		
Field Notes:									

Measure 5 Floor Ins. R-19**Components F1****Inspected**☐

Comment •Includes labor cost. Contractor's responsibility to seal penetration in floor before installing insulation. Contractor to install using Resnet Grade 1 Standards. Insulation is installed to maintain permanent contact with the subfloor above (paper side against subfloor) including necessary supports (e.g. staves for blankets). Insulation to have NO gaps, voids, or compressions. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	Floor Insulation - Fiberglass Batts - R-19	SqFt	975	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Floor Insulation - Fiberglass Batts - R-19	SqFt	975	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Other Detail

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Measure Sub Total:**Sub Total:****Field Notes:**

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Work Order Name: WO/80008KN0760/1

Report Run On: 5/8/2010

DOE Weatherization Assistant

Version 8.6.0

Page 6 of 13

Measure 6 Attic Ins. R-38**Components A1****Inspected**☐

Comment •Includes labor cost. Contractor to install 1 ruler for every 300 square foot of attic space showing depth of insulation. Build insulation dam around attic access. Install baffles as needed to prevent loose fill insulation from entering soffit and covering vent. Seal all holes, gaps, and penetrations in attic before insulating. Seal around chimney with sheet metal and high temperature silicone or fire resistant foam. Install R-30 fiberglass batt secured to attic access and weather strip with foam tape. Contractor to install using Resnet Grade 1 Standards. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	Attic Insulation - Blown Fiberglass - R-38	SqFt	1950	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Attic Insulation - Blown Fiberglass - R-38	SqFt	1950	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Other Detail

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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Alt. Client ID: KNOX

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Work Order Name: WO/80008KN0760/1

Report Run On: 5/8/2010

DOE Weatherization Assistant

Version 8.6.0

Page 7 of 13

Measure 7 DWH Tank Insulation				Components			Inspected		
Comment									
				Estimated			Actual		
#	Material / Labor	Description / Comment	Units	Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Hot Water Equipm	DHW Tank Insulation Includes labor cost. R-10 minimum. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.	Each	1					
2	Labor	DHW Tank Insulation extend pressure relief pipe as needed	Each	1					
Other Detail									
Measure Sub Total:							Sub Total:		
Field Notes:									

Measure 8 Refrigerator Rplcmnt**Components****Inspected**☐

Comment •Kenmore or equivalent (must submit equivalent to Housing Director for approval). Deliver and install new refrigerator and ensure handles are on the appropriate side. Provide client education on the settings of the refrigerator and set the temperature controls appropriately. Contractor to remove all packaging materials and old refrigerator from premises. Refrigerant charge must be removed and reclaimed by a certified technician before refrigerator goes to dump. Must provide written documentation from the certified technician with technician certification license number and landfill disposal certification. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide. Refer to the Clean Air Act USC Title 42, Section 7671g. Must be Energy Star.

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Refrigerators	Kenmore - 68172	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Detail									
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Measure Sub Total:						<input type="text"/>	Sub Total:	<input type="text"/>	

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Alt. Client ID: KNOX

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Work Order Name: WO/80008KN0760/1

Report Run On: 5/8/2010

DOE Weatherization Assistant

Version 8.6.0

Page 9 of 13

Measure 9 Storm Windows**Components** E1,E2,N1,W1,W2,W
3**Inspected**

Comment •Includes labor and material. Refer to House diagram for estimated measurements. Responsibility of contractor to verify measurements in the field before ordering window(s). Contractor to include the thermal break, caulking, framing, and any other related items to convey a completed measure.

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Windows	Storm Window Includes labor and material. Refer to House diagram for estimated measurements. Responsibility of contractor to verify measurements in the field before ordering window(s). Contractor must follow all egress codes if applicable. Contractor to include the thermal break, caulking, framing, and any other related items to convey a completed measure.	Each	6	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Storm Window	Each	6	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Other Detail

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Measure Sub Total: **Sub Total:** **Field Notes:**

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Alt. Client ID: KNOX

Work Order (Bid Form)

Work Order Name: WO/80008KN0760/1

Report Run On: 5/8/2010

DOE Weatherization Assistant

Version 8.6.0

Page 10 of 13

Measure 10 Install/Replace Heatpump**Components** H1,AC1**Inspected**☐

Comment •Includes labor cost. Must be installed by a licensed mechanical contractor. Must perform an ACCA Manual J and submit with invoice. Must be equal to Amana or Goodman 13 Seer Package Heat Pump (must submit equivalent to Housing Director for approval), 10 KW emergency heat. Size is approximately 2. ton. Final size will be determined by the ACCA Manual J. Includes complete duct system. Must perform an ACCA Manual D and submit with invoice. Must meet local codes. Liquid white Mastic to be applied to entire inside of boot to seal all seams. Top of boot where it meets subfloor to be caulked with appropriate caulk. Boots to be insulated on outside of boot to R-6. This is best performed with 2-part close cell foam. No changes allowed. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.

NOTE: When post audit is performed, all boots must be below 1 pascal with none over 3 pascals and not more than 3 boots over 1 pascal but less than 3 pascals. All duct to be insulated with a minimum of R6 insulation. No changes allow.

Install thermostat. Must be equal to Honeywell's PRO 4000 Programmable Thermostat (must submit equivalent to Housing Director for approval) . Must educate client on operation of thermostat.

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Heating Equipmen	Heatpump - 9 kBtu/h Existing, Consult Manual J Data	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Heatpump - 9 kBtu/h Existing, Consult Manual J Data	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Other Detail

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Measure Sub Total:**Sub Total:****Field Notes:**

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Report Run On: 5/8/2010

DOE Weatherization Assistant

Version 8.6.0

Page 11 of 13

Measure 11 CO Monitor is Needed**Components****Inspected****Comment** Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.☐

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Health and Safety	CO monitor Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Detail									
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Measure Sub Total:						<input type="text"/>	Sub Total:	<input type="text"/>	

Field Notes:**Measure 12 Vapor Barrier Needed
(Basement/Crawlspace)****Components****Inspected****Comment** Must be 6 mil poly. Must be installed 100% of crawlspace with 6" turned up all walls and support piers. Must be securely fastened. Must be cleated down to earth. Must be secured at all seams. Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.☐

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Health and Safety	Basement /Crawlspace Vapor Barrier	SqFt	975	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	SqFt	975	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Detail									
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Measure Sub Total:						<input type="text"/>	Sub Total:	<input type="text"/>	

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Work Order (Bid Form)

Work Order Name: WO/80008KN0760/1

Report Run On: 5/8/2010

DOE Weatherization Assistant

Version 8.6.0

Page 12 of 13

Work Order Grand Total:

Grand Total:

Client Name:

Client ID: 80008KN0760

Alt. Client ID: KNOX

Work Order (Bid Form)

Work Order Name: WO/80008KN0760/1

Report Run On: 5/8/2010

DOE Weatherization Assistant

Version 8.6.0

Page 13 of 13